

Freedom of Information Act Status Report
January 1, 2016 – March 31, 2016

**Office of the
Chief Financial
Officer**

FOIA Processing Status	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Requests pending at beginning of quarter	1	2		
Requests received during quarter	1	3		
Requests processed during quarter	0	2		
Requests pending at end of quarter	2	3		
Requests backlogged at end of quarter	1	1		
Percentage of requests backlogged at end of quarter	50%	33%		

**Freedom of
Information Act
Officer:**

Diane Salahuddin

Reporting Period:
FY 2016 2nd Qtr.

Oldest Requests for OCFO	Date Received
EPA-HQ-2013-006403	05/13/2013
EPA-HQ-2016-005136	03/27/2016
EPA-HQ-2016-005131	03/27/2016

Office of Environmental Information
National Freedom of Information Act Program

Note: Please see page 2 for Status Report legend.

Status Report Legend

- **Requests pending at the beginning of the quarter:** Number of FOIA requests received prior to the beginning of the quarter and remaining open at the beginning of the quarter.
- **Requests received during the quarter:** Number of FOIA requests received anytime from the first day of the quarter through the last day of the quarter.
- **Requests processed during the quarter:** Number of FOIA requests processed anytime from the first day of the quarter through the last day of the quarter.
- **Requests pending at the end of the quarter:** Number of FOIA requests that have not been closed by the end of the quarter, including those still being processed within the 20 working day time limit and those for which processing has exceeded the 20 working day time limit.
- **Requests backlogged at the end of the quarter:** Number of FOIA requests remaining at the end of the quarter for which the processing period has exceeded the 20 working day time limit (regardless of whether an extension has been granted).
- **Percentage of requests backlogged at the end of the quarter:** Percentage of FOIA requests remaining at the end of the quarter for which the processing period has exceeded the 20 working day time limit (regardless of whether a time period extension has been granted for processing a FOIA).